

## THE COMPANIES ACT, 1995

### • NOTICE OF DIRECTORS

#### Form 8

#### INSTRUCTIONS

##### *Format*

Documents required to be sent to the Registrar pursuant to the Act must conform to Regulation 3 of the Regulations under the Act.

##### *Item 1*

Set out the full legal name of the Company.

##### *Item 2*

State Company number except where a number has not been assigned.

##### *Items 3, 4, 5*

With respect to each Director:

- (a) Set out first given name, middle name and family name.
- (b) State full address; and
- (c) Specify each occupation clearly. Where possible, specify area of specialty, e.g., electrical engineer. In the case of an individual who has no business occupation but who holds any other directorship or directorships, particulars of that other directorship or at least one of those other directorships should be stated. In the case of an individual who has no other occupation or directorship of any kind, state "Not Applicable" or "N/A"

##### *Item 6—Signature*

In the case of a notice of directors, an incorporator shall sign the notice indicating that he is an incorporator.

In the case of a notice of change of directors, a director or an authorised officer of the company shall sign the notice indicating the capacity in which he/she is signing.

Completed documents in duplicate and the prescribed fees are to be filed at the office of the Registrar and one set of the duplicate originals will be returned to the company or its representative with the endorsement "Registered" and the date of registration.